

16.h.3

SHERIFF ADRIAN GARCIA



June 1, 2010

The Honorable Judge Ed Emmett
And Members of Commissioners Court
Harris County Administration Building
Houston, Tx. 77002

Vote of the Court:	Yes	No	Abstain
Judge Emmett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Lee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Garcia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Radack	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Eversole	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Honorable Members of Court:

The Sheriff's Office respectfully request authorization from Commissioners Court to accept the Criminal Justice Division, Office of the Governor, State of Texas, award of the Violence Against Women Equipment Grant.

Grant Number: EF-09-V30-22942-01

Project Title: Violence Against Women-Equipment and Training Harris County Sheriff's Office

Purpose: Provides equipment and training for the Special Victims Unit/Domestic Violence and Adult Sex Crime personnel

Program Fund: EF-16.588 Stimulus (2009 ARRA) Violence Against Women Formula Grant Program

Grant Period: April 1, 2010 to March 31, 2011

Award amount: \$30,750.00

Cash Match: \$0.00

In-Kind Match: \$0.00

Total Project Cost: \$30,750.00

Project Director: Ruben Diaz, Lieutenant Phone number: 713-967-5920

Your favorable consideration of the above request is sincerely appreciated.

Respectfully submitted,

Adrian Garcia by J. Garcia

ADRIAN GARCIA, SHERIFF
HARRIS COUNTY

10 JUN -3 AM 8:30
HARRIS COUNTY
MANAGEMENT SERVICES

vs- org letter + order + copy backup
AG:cd

Presented to Commissioner's Court

05-22-10A

Sheriff- copy letter + cc order + org backup

JUN 08 2010

Budst (Heather)- copy

APPROVE E/L
Recorded Vol _____ Page _____

Aud. copy 1200 Baker Houston, Texas 77002 713.755.6044 www.hcso.hctx.net

EXECUTIVE BUREAU

RUN- copy

Grant



HARRIS COUNTY, TEXAS

Office of Budget Management

1310 Prairie, Suite 530

Houston, Texas 77002

(713) 755-3301

Grants Coordination Section - Conveyance Form

Application

☐

Award

☒

Department Name / Number	DUNs	Grant Title
HARRIS COUNTY SHERIFF'S DEPT - 540	072206378	Violence Against Women: Equipment and Training
Funding Source:	Grant Agency:	
U.S. Department of Justice: CFDA# 16.588	Office of the Governor, Criminal Justice Division	
Program Year:	Program Ending:	
1 st		
Grant Begin Date:	Grant End Date:	
04/01/2010	03/31/2011	
Grant Org. Key:	If applicable, Prior Year Org. Key:	
	N/A	

Grant Description:

Funded by the U.S. Department of Justice via the Office of the Governor, Criminal Justice Division through the American Recovery and Reinvestment Act, the purpose of the S.T.O.P. Violence Against Women Recovery Act (VAWA Recovery Act) Program is to assist in developing and strengthening effective law enforcement and prosecution strategies to combat family violence, sexual assault, stalking and dating violence and to develop and strengthen victim services in such cases. The state will target Recovery Act funding where it will have the greatest impact without an expectation of long-term support. Recovery Act funding will be distributed by CJD according to the guiding principles of fiscal responsibility, accountability, and transparency.

	Total Budget	Grant Funded	County Funded
Salary & Benefits	\$ 0.00	\$ 0.00	\$ 0.00
Non - Labor	\$ 30,750.00	\$ 30,750.00	\$ 0.00
Sub Tot. Incremental Cost	\$ 30,750.00	\$ 30,750.00	\$ 0.00
Indirect Cost	\$ 0.00	\$ 0.00	\$ 0.00 *
TOTALS	\$ 30,750.00	\$ 30,750.00	\$ 0.00

* under development

Full Time Equivalent Positions

0.00

% of Positions Paid by Grant

0.00%

Date Grant Guidelines are Available

11/20/2009

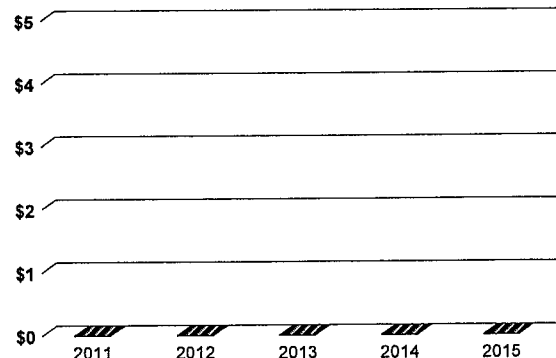
Grant Submittal Deadline Date

12/21/2009

GCS Discussion:

This award relates to an application that was authorized by Commissioners Court on 12/22/09 in the amount of \$30,750. The Sheriff's Office has received this award under the "Law Enforcement" eligibility section of the grant program and will utilize grant funds to procure equipment and supplies that will enhance the Sheriff's domestic violence programs, such as replacements for aging computers, new seating areas for training classes, and printed program literature. The cost of travel to an in-state domestic violence conference is also budgeted. The grant does not require matching funds.

County Funded Cost Projection



■ Required Match per Grant ▨ Discretionary Cash Match

Completed by :

Cadow, Eric

Reviewed by :

Date :

6/2/10

Date :

6/2/2010

RESOLUTION

WHEREAS, The Commissioners Court of Harris County finds it in the best interest of the citizens of Harris County that the Harris County Sheriff's Violence Against Women Equipment Grant be operated for 2010-2011 project year; and

WHEREAS, Commissioners Court agrees that in the event of loss or misuse of the Criminal Justice Division funds, Commissioners Court assures that the funds will be returned to the Criminal Justice Division in full.

WHEREAS, Commissioners Court designates the Harris County Judge as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that Commissioners Court approves the grant award for the Harris County Sheriff's Violence Against Women Equipment Grant to the Office of the Governor, Criminal Justice Division.

Signed by: *Ed Emmett*
COUNTY JUDGE ED EMMETT

Passed and approved this _____ (Day) of JUN 08 2010 (Month), _____ (Year)

Grant Application Confirmation Number: 2294201

Vote of the Court:	Yes	No	Abstain
Judge Emmett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Lee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Radack	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Eversole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Presented to Commissioner's Court

JUN 08 2010
APPROVE E/L
Recorded Vol _____ Page _____

OFFICE OF THE GOVERNOR
CRIMINAL JUSTICE DIVISION
STATEMENT OF GRANT AWARD

Grant Number: EF-09-V30-22942-01
Program Fund: EF-16.588 Stimulus (2009 ARRA) - Violence Against Women Formula Grant Program
Grantee Name: PREVIEW - Harris County - PREVIEW -
Project Title: VAWA Equipment and Training
Grant Period: 04/01/2010 - 03/31/2011
Liquidation Date: 06/29/2011
Date Awarded: May 26, 2010
CJD Grant Manager: Stephanie Hall-Heffner_1600

CJD Award Amount:	\$30,750.00
Grantee Cash Match:	\$0.00
Grantee In Kind Match:	\$0.00
Total Project Cost:	\$30,750.00

The Statement of Grant Award is your official notice of award from the Governor's Criminal Justice Division (CJD). The approved budget is reflected in the Budget/Details tab for this record in eGrants. The grantee agrees to comply with the provisions of the Governor's Criminal Justice Division's rules in Title I, Part I, Chapter 3, Texas Administrative Code in effect on the date the grant is awarded. By clicking on the 'Accept' button within the 'Accept Award' tab, the grantee accepts the responsibility for the grant project and agrees with the following conditions of grant funding. The grantee's funds will not be released until the grantee has satisfied the requirements of the following Condition(s) of Funding and Other Fund-Specific Requirement(s), if any, cited below:

Condition(s) of Funding and Other Fund-Specific Requirement(s):



State of Texas
Office of the Governor
Criminal Justice Division

Rick Perry
Governor

May 26, 2010

The Honorable Ed Emmett
County Judge
PREVIEW - Harris County - PREVIEW -
1200 Baker
Houston, Texas 77002-1206

Dear Judge Emmett:

Congratulations on your award! To activate your agency's grant, the Authorized Official must log on to eGrants at <https://cjdonline.governor.state.tx.us> and go to the 'My Home' tab. In the 'Project Status' column, locate the application that is in 'Pending Acceptance of Award' status. Click on the grant number and proceed to the 'Accept Award' tab. From this tab, click on the 'Accept' button.

Be sure to review the attached memo for a quick overview of general items every grantee should be aware of. You can also find more detailed information on the eGrants website including helpful resources, links, and tools needed to properly administer CJD grants; an eGrants Users Guide; and the new Guide to Grants containing answers to questions frequently asked by grantees. The Public Policy Research Institute (PPRI) at Texas A&M University will send a detailed information packet to the Project Director containing progress reporting forms and instructions on completing and submitting those forms.

I hope you continue to find the online environment of eGrants to be a positive experience. We are continually improving the efficiency of processes so that you can dedicate your time to the priorities of service within your communities. We look forward to working with you to ensure the success of your program.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Burnett".

Christopher Burnett
Executive Director



State of Texas
Office of the Governor
Criminal Justice Division

Rick Perry
Governor

Memorandum

To: CJD Grant Recipients
From: Aimee Snoddy, Deputy Director
Contact: (512) 463-1919
Re: Grantee Responsibilities
Date Awarded: May 26, 2010

Congratulations on your grant award from Governor Rick Perry's Criminal Justice Division (CJD). It is important to make you aware of a few things to consider as you implement strategies to successfully manage your program. For more information and resources, refer to the Grant Resources section of eGrants available online at <https://cjdonline.governor.state.tx.us>:

Financial Reporting – Financial Status Reports must be submitted to CJD via eGrants. Financial Status Reports may be submitted monthly but must be submitted at least quarterly. Financial Status Reports are due after each calendar quarter, regardless of when the grant was awarded. Due dates are:

April 22 (January-March quarter)
July 22 (April-June quarter)
October 22 (July-September quarter)
January 22 (October-December quarter)

The final Financial Status Report must be submitted to CJD on or before the grant liquidation date or funds will lapse and CJD will provide them as grants to others who need the funding.

Payment Authorization – Payments will be generated based on expenditures reported in the Financial Status Reports. Upon CJD approval of the Financial Status Report, a payment will be issued through direct deposit or electronic transfer.

Generated Program Income – Any income generated as a direct result of the grant activities must be reported to CJD through the Financial Status Report and grant adjustment processes. Program income must be expended prior to seeking payments from CJD. Program income must be accounted and used for the purposes of the grant activities as awarded.

Grant Funded Personnel – Staff whose salaries are supported by this award must be made aware that continued funding is contingent upon the availability of appropriated funds as well as the outcome of the annual application review conducted by CJD.

Project Changes – Grantees may submit a request for grant adjustment via eGrants for any proposed budgetary or programmatic changes, including updating contact information for grant officials.

Equipment – Equipment purchased with grant funds must be used for the purpose of the grant and as approved by CJD. An inventory report should be kept on file containing all equipment purchased with any grant funds during the grant period. This report must agree with the approved grant budget and the final Financial Status Report.

Fidelity Bond – Each nonprofit corporation receiving funds from CJD will obtain and have on file a blanket fidelity bond that indemnifies CJD against the loss and/or theft of the entire amount of grant funds, including matching funds. The fidelity bond should cover at least the CJD grant period.

Required Notifications – Grantees must immediately notify CJD in writing of any misappropriation of funds, fraud, theft, embezzlement, forgery, or any other serious irregularities indicating noncompliance with grant requirements. Grantees must notify the local prosecutor's office of any possible criminal violations. Grantees must immediately notify CJD in writing if a project or project personnel become involved in any litigation, whether civil or criminal, and the grantee must immediately forward a copy of any demand notices, subpoenas, lawsuits, or indictments to CJD. If a federal or state court or administrative agency renders a judgment or order finding discrimination by a grantee based on race, color, national origin, sex, age, or handicap, the grantee agrees to immediately forward a copy of the judgment or order to CJD.

Project Effectiveness – Grantees should regularly evaluate the effectiveness of their projects. This includes a reassessment of project activities and services to determine whether they continue to be effective. Grantees must show that their activities and services effectively address and achieve the project's stated purpose.

Programmatic Reporting – Grantees must submit required reports regarding grant information, performance, and progress towards goals and objectives in accordance with the instructions provided by CJD, or its designee. To remain eligible for funding, the grantee must be able to show the scope of services provided and the impact and quality of those services.

Monitoring – Grantees must readily make available to CJD or its agents all requested records. CJD may make unannounced monitoring visits at any time. The grantee must make every effort to resolve all issues, findings, or actions identified by CJD within the time frame specified by CJD.

Audit Requirements – Grantees expending over \$500,000 in state or federal grant funds during the fiscal year are subject to the Single Audit requirements set forth in OMB Circular No. A 133 at <http://www.whitehouse.gov/omb/circulars/index.html> and the State Single Audit Circular issued under the Uniform Grant Management Standards (UGMS) at <http://www.governor.state.tx.us/grants/what/>. Grantees must electronically submit to CJD copies of the results of any single audit conducted in accordance with OMB Circular No. A-133 at <http://www.whitehouse.gov/omb/circulars/index.html> or in accordance with the State Single Audit Circular issued under UGMS, within 30 calendar days after the grantee receives the audit results or nine months after the end of the audit period, whichever is earlier.

Supplanting – Awarded funds must be used to supplement existing funds for program activities and not replace (supplant) funds that have been appropriated for the same purpose. Grant monitors and auditors will look for potential supplanting during reviews. Violations may result in a range of penalties, including suspension of future funds, suspension or debarment from receiving federal or state grants, recoupment of monies provided under the grant, and civil or criminal penalties. Refer to the Guide to Grants at <https://cjdonline.governor.state.tx.us/updates.aspx> for additional information on supplanting.

Conflict of Interest - Grantees should have in place established safeguards to prohibit employees from using their positions for a purpose that is, or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.

Contracting and Procurement - Grantees must follow their established policy and best practices for procuring goods or services with grant funds. Contracts must be routinely monitored for delivery of services or goods. When a contractual or equipment procurement is anticipated to be in excess of \$100,000, grantees must submit a Procurement Questionnaire <https://cjdonline.governor.state.tx.us/updates.aspx> to CJD for approval prior to procurement.

Travel - Grantees must follow their established policies and good fiscal stewardship related to travel expenses. If the grantee does not have established policies regarding in-state and out-of-state travel, grantee must use the travel guidelines established for state employees.

Uniform Crime Reporting - Local units of governments receiving funds from CJD must comply with all requirements for uniform crime reporting and will ensure that prompt reporting will remain current throughout the grant period.

Limited English Proficiency - Grantees must take reasonable steps to ensure that persons with limited English proficiency have meaningful access to services. Meaningful access may entail providing language assistance services, including oral and written translation when necessary. Additional information on this requirement can be found at <http://www.lep.gov>.

Law Enforcement Programs - Law enforcement programs receiving funds from CJD must be in compliance with all rules developed by the Texas Commission on Law Enforcement Officer Standards and Education.

28 C.F.R. Part 23 Training - Any grant funded individual responsible for entering information into or retrieving information from an intelligence database must complete continuing education training on operating principles described by 28 C.F.R. Part 23 at least once for each continuous two-year period the person has primary responsibility for entering data into or retrieving data from an intelligence database.

Programs Approved to Pay Overtime for Personnel - Overtime is allowable to the extent that it is included in the CJD approved budget. Overtime reimbursements paid by CJD will be based on the following seven requirements:

- (1) Federal regulations governing these funds prohibit use of grant funds to pay an individual for the same hours in which the individual is being paid by a unit of government. For example, if an officer's regular work hours are 7 a.m. to 4 p.m. and he takes a day of paid annual leave, he is not eligible to be reimbursed with grant funds for any hours he voluntarily works between 7 a.m. and 4 p.m. He may be eligible for any hours worked that day outside of 7 a.m. to 4 p.m. provided the hours worked comply with the grantee agency's requirements for hours worked prior to eligibility for overtime pay. The regulation regarding hours of eligibility for overtime does not apply to an officer who volunteers to work on his regularly scheduled days off provided he complies with the grantee agency's requirements for hours worked prior to eligibility for overtime pay.
- (2) Hours worked is defined as physical hours on the job and does not include paid annual leave, compensatory leave, sick leave, holiday leave or other paid leave.
- (3) On-call hours should not be included in physical hours worked or as eligible hours for overtime.

- (4) Personnel receiving grant funds for overtime must maintain time and activity reports for all time physically worked. The activity description should include detailed information about the actual activities performed.
- (5) Time should be recorded to the nearest quarter hour.
- (6) Grantee records must include a clear calculation in how the overtime was computed.
- (7) Overtime payments issued outside this policy are the responsibility of the grantee agency.

Cancellation for Awards - Grantees must take reasonable steps to commence project activities upon receiving notice of a grant award:

Commencement Within 60 Days. If a project is not operational within 60 days of the original start date of the award period or grant award date as noted on this memorandum, whichever is later, the grantee must report by letter to CJD the steps taken to initiate the project, the reasons for delay, and the expected revised start date.

Commencement Within 90 Days. If a project is not operational within 90 days of the original start date of the award period or grant award date as noted on this memorandum, whichever is later, the grantee must submit a second statement to CJD explaining the implementation delay. Upon receipt of the 90-day letter, CJD may cancel the project and redistribute the funds to other project areas. CJD may also, where extenuating circumstances warrant, extend the implementation date of the project past the 90-day period.

Public Information Requests - Grantees must immediately notify and provide a copy to CJD of any Public Information Request received by the agency related to this grant award.

Prohibited Acts of Agencies and Individuals - Grant funds may not be used in connection with the following acts by agencies or individuals employed by grant funds:

- Grant funds may not be used to finance or otherwise support the candidacy of a person for an elected local, state, or federal office. This prohibition extends to the direct or indirect employment of a person to perform an action described by this subsection. In addition, grant-funded or grant-leased motor vehicles may not be used for the purpose described above.
- Grant officials or grant funded employees may not use official authority or influence or permit the use of a program administered by the grantee agency of which the person is an officer or employee to interfere with or affect the result of an election or nomination of a candidate or to achieve any other political purpose.
- Grant funded employees may not coerce, attempt to coerce, command, restrict, attempt to restrict, or prevent the payment, loan, or contribution of anything of value to a person or political organization for a political purpose.
- Grantees must comply with the federal Hatch Act (5 U.S.C. §§ 1501- 1508) which restricts the political activity of some state and local employees who work in connection with federally funded programs. Covered state and local employees may not: 1) be candidates for public office in a partisan election; 2) use official authority or influence to interfere with or affect the results of an election or nomination; or, 3) directly or indirectly coerce contributions from subordinates in support of a political party or candidate.

Employment of a Lobbyist - Grant funds may not be used to employ, as a regular full-time or part-time or contract employee, a person who is required by Chapter 305 of the Government Code to register as a lobbyist. Furthermore, grant funds may not be used to pay, on behalf of the agency or an officer or employee of the agency, membership dues to an organization that pays part or all of the salary of a person who is required by Chapter 305 of the Government Code to register as a lobbyist.

Legislative Lobbying - Grant funds may not be used to attempt to influence the passage or defeat of a legislative measure.

Use of Alcoholic Beverages - Grant funds may not be used to compensate an officer or employee who uses alcoholic beverages on active duty. In addition, grant funds may not be used to purchase an alcoholic beverage or to pay or reimburse a travel expense that was incurred for an alcoholic beverage.

Each nonprofit corporation is also encouraged to create an organizational profile with the OneStar Foundation at <http://www.onestarfoundation.org/page/org-profile>. By completing the Organizational Profile, your organization will be eligible to receive notification of opportunities, such as:

- Organizational excellence scholarships to build the capacity of your organization, including organizational assessments, trainings, consulting, conferences and other professional development activities;
- Funding announcements and events related to national service and volunteerism; and
- Chances to participate in important research on the needs and trends of the social sector and its stakeholders.



State of Texas
Office of the Governor
Criminal Justice Division

Rick Perry
Governor

Memorandum

To: CJD Grant Recipients of American Recovery and Reinvestment Act (Recovery Act) of 2009 Funds
From: Aimee Snoddy, Deputy Director
Contact: (512) 463-1919
Re: Additional Recovery Act Conditions of Funding
Date Awarded: May 26, 2010

Acceptance of your grant includes your acknowledgement and understanding that you will comply with the following conditions of funding that are **in addition to** the requirements outlined in your grant award packet:

Financial Reporting and Job Reporting - In order for CJD to meet federal reporting requirements under the Recovery Act, sub-recipients are required to comply with the following items:

- Financial Status Reports **MUST BE SUBMITTED MONTHLY through eGrants and are due** no later than the **5th calendar day of the following month.**
- Personnel expenditures must include the total cumulative hours worked by each grant-funded position from the grant start date through the Financial Status Report period. *Note: This includes cumulative hours for any overtime expenses paid with grant funds.*
- The final Financial Status Report must be submitted to CJD on or before the grant liquidation date or funds will lapse.

*****IMPORTANT NOTE***** This condition of funding **REPLACES** the Financial Reporting condition as stated in the Grantee Responsibilities Memo issued with your standard grant award packet. Grantees who do not submit required reports by the 5th calendar day following the close of each month will be placed on Vendor Hold. The hold will prohibit your agency's ability to request reimbursement on any grant your agency has received from CJD, including non-Recovery Act grants.

Conflict with Other Standard Terms and Conditions - The sub-recipient understands and agrees that all other terms and conditions contained in this award, in CJD grant policy statements or guidance, apply unless they conflict or are superseded by the terms and conditions included here that specifically implement the American Recovery and Reinvestment Act of 2009, Public Law 111-5 ("ARRA" or "Recovery Act") requirements.

Access to Records - The sub-recipient understands and agrees that all inspector general, internal auditors, external contracted auditors, and all other personnel shall cooperate with any and all requests by State and Federal officials related to funds received or services delivered under the Recovery Act; and, shall make available to State and Federal officials all records for examination (including, but not limited to, books, papers, contracts, purchase orders, invoices, accounting records, general ledgers, timesheets and any other grant documents) related to Recovery Act funding, including such records of contractors and sub-contractors.

Access to Premises and Personnel - The sub-recipient understands and agrees that State or Federal officials from the U.S. Department of Justice, U.S. Government Accountability Office, and Texas Office of the Governor are authorized to interview any officer or employee of the sub-recipient (or of any contractor, or sub-contractor) regarding transactions related to this Recovery Act award.

One-Time Funding - The sub-recipient understands and agrees that awards under the Recovery Act are one-time awards and that its proposed project activities and deliverables are to be accomplished without additional grant funds.

Separate Tracking and Reporting of Recovery Act Funds and Outcomes - The sub-recipient agrees to track, account for, and report on all funds from this Recovery Act award (including specific outcomes and benefits attributable to Recovery Act funds) separately from all other funds, including CJD awards from non-Recovery Act funds awarded for the same or similar purposes or programs. Accordingly, the sub-recipient's accounting systems must ensure that funds from this Recovery Act award are not commingled with funds from any other source. The sub-recipient further agrees that all personnel whose activities are to be charged to the award will maintain timesheets to document hours worked for activities related to this award and non-award-related activities.

Subawards or Contracts - Monitoring - The sub-recipient agrees to monitor subawards or contracts under this Recovery Act award in accordance with all applicable statutes, regulations, OMB circulars, and guidelines. The sub-recipient is responsible for oversight of subaward or contract spending and monitoring of specific outcomes and benefits attributable to use of Recovery Act funds by subawardees or contractors. The sub-recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards or contracts under this award.

Active CCR Registration - The sub-recipient agrees to maintain current registration in the Central Contractor Registration database (www.ccr.gov <<http://www.ccr.gov>>) during which time it has active awards funded with Recovery Act funds. A valid Dun and Bradstreet Data Universal Number System (DUNS) Number (www.dnb.com <<http://www.dnb.com>>) is one of the requirements for registration in the Central Contractor Registration database.

Recovery Act Transactions Listed in Schedule of Expenditures of Federal Awards - The sub-recipient agrees to separately identify the expenditures for Federal awards under the Recovery Act on the Schedule of Expenditures of Federal Awards (SEFA) and the Data Collection form (SF-SAC) required by OMB Circular A-133. This condition only applies if the sub-recipient is covered by the Single Audit Act Amendments of 1996 and OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations." This shall be accomplished by identifying expenditures for Federal awards made under the Recovery Act separately on the SEFA, and as separate rows under Item 9 of Part III on the SF-SAC by CFDA number, and the inclusion of the prefix "ARRA-" in identifying the name of the federal program on the SEFA and as the first characters in Item 9d of Part III on the SF-SAC. This information is needed to allow CJD to properly monitor the expenditure of Recovery Act funds as well as facilitate oversight of the Federal awarding agencies, the U.S. Department of Justice, Office of the Inspector General (DOJ OIG), and the Government Accountability Office (GAO).

Reporting and Registration Requirements Under Section 1512 of the Recovery Act - The sub-recipient agrees to complete projects or activities funded under the Recovery Act and to report on the use of Recovery Act funds as required by state and federal agencies. The sub-recipient agrees to comply with reporting requirements described in section 1512 of the Recovery Act using the reporting instructions and data elements provided by CJD. The sub-recipient understands and acknowledges that the information in these reports will be made available to the public.

Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct - The sub-recipient agrees to promptly refer to the DOJ OIG any credible evidence that a principal, employee, agent, contractor, sub-recipient, subcontractor, or other person has either 1) submitted a false claim for Recovery Act funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving Recovery Act funds. Potential fraud, waste, abuse, or misconduct should be reported to the DOJ OIG by mail at Office of the Inspector General, U.S. Department of Justice, Investigations Division, 950 Pennsylvania Avenue, N.W., Room 4706, Washington, DC 20530; or e-mail at oig.hotline@usdoj.gov <<mailto:oig.hotline@usdoj.gov>>; or hotline at 800/869-4499 (contact information in English and Spanish); or hotline fax at (202) 616-9881. The sub-recipient agrees to provide its employees, contractors and sub-contractors with the information contained in this condition. Additional information is available from the DOJ OIG website at www.usdoj.gov/oig <<http://www.usdoj.gov/oig>>.

Protecting State and Local Government and Contractor Whistleblowers - The sub-recipient recognizes that the Recovery Act provides certain protections against reprisals for employees of non-Federal employers who disclose information reasonably believed to be evidence of gross mismanagement, gross waste, a substantial and specific danger to public health or safety, abuse of authority, or violations of law related to the use of Recovery Act funds. For additional information, refer to section 1553 of the Recovery Act. The text of the Recovery Act is available at www.ojp.usdoj.gov/recovery <<http://www.ojp.usdoj.gov/recovery>>.

Limit on Funds (Recovery Act, section 1604) - The sub-recipient agrees that none of the funds under this award may be used for construction costs or any other support of any casino or other gambling establishment, aquarium, zoo, golf course, or swimming pool.

Infrastructure Investment (Recovery Act, section 1511 and 1602) - The sub-recipient agrees that it will not use any funds made available under this Recovery Act award for infrastructure investment.

Wage Rate Requirements under section 1606 of the Recovery Act - The sub-recipient agrees that it will comply with section 1606 of the Recovery Act which requires that all laborers and mechanics employed by contractors and subcontractors on projects funded directly by or assisted in whole or in part by and through Recovery Act funds shall be paid wages at rates not less than those prevailing on projects of a character similar in the locality as determined by the Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code.

Misuse of Award Funds - The sub-recipient understands and agrees that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from state or federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.

Additional Requirements and Guidance - The sub-recipient agrees that it will use Recovery Act funds in accordance with State and Federal laws; and, agrees to comply with any modifications or additional requirements that may be imposed by law and future State or Federal guidance and clarification of Recovery Act requirements.

ARRA Funded Jobs - The sub-recipient understands that it is encouraged to post all Recovery Act funded job openings on WorkInTexas.com and distinguish Recovery Act funded positions from positions funded through other sources of revenue.

[Print This Page](#)**Agency Name:** Harris County**Grant/App:** 2294201 **Start Date:** 4/1/2010 **End Date:** 3/31/2011**Project Title:** VAWA Equipment and Training**Status:** Pending AO Acceptance of Award

Eligibility Information

Introduction

The Office of the Governor (OOG) publishes funding opportunities, known as **Requests for Applications (RFA)**, through the Texas Secretary of State. Click [here](#) to visit the Secretary of State's website to locate the RFAs in the appropriate Texas Register issue. In addition, OOG requires all applicants and grantee organizations to adhere to the *Texas Administrative Code (TAC)* as adopted. Click [here](#) to view the current TAC, or click [here](#) to view the previous versions of the TAC.

Submission Process

When applying for a grant pursuant to an **RFA** published in the *Texas Register* by OOG, applicants must submit their applications according to the requirements provided in the **RFA**. OOG may also consider applications for grants that are not submitted pursuant to an **RFA**. Applicants will be selected in accordance with 1 TAC, §3.7.

Selection Process

All applications submitted to OOG are reviewed for eligibility, reasonableness, availability of funding, and cost-effectiveness. For applications submitted pursuant to an **RFA**, the executive director will select a review group, COG, or other designee to prioritize the applications and submit a priority listing to the executive director, who will render the final funding decision. A review group may include staff members, experts in a relevant field, and members of an advisory board or council. For more information regarding the selection process, see 1 TAC, §3.7.

Funding Decisions

All grant funding decisions rest completely within the discretionary authority of OOG. The receipt of an application for grant funding by OOG does not obligate OOG to fund the grant or to fund it at the amount requested. Neither the approval of a project nor any grant award shall commit or obligate OOG in any way to make any additional, supplemental, continuation, or other award with respect to any approved project or portion thereof. OOG makes no commitment that a grant, once funded, will receive priority consideration for subsequent funding. For more information regarding the application process, see 1 TAC, §3.7 and 3.9.

Adoptions by Reference

All grantees receiving federal and state funds must comply with the applicable statutes, rules, regulations, and guidelines related to the funding source under which the grant is funded. In instances where both federal and state requirements apply to a grantee, the more restrictive requirement applies. For more information regarding grant funding, see 1 TAC, §3.19.

Community Plans

Each community, consisting of a single county or a group of counties, must file with a COG a community plan that addresses the community's criminal justice priorities. A community plan should assess local trends and data; identify problems, resources, and priorities; develop effective strategies; and set goals and objectives. For more information regarding community plans, see 1 TAC, §3.51.

Juvenile Justice and Youth Projects

Juvenile justice projects or projects serving delinquent or at-risk youth, regardless of the funding source, must address at least one of the priorities developed in coordination with the Governor's Juvenile Justice Advisory Board to be eligible for funding. For more information regarding these priorities, see 1 TAC, §3.53.

Monitoring

OOG will monitor the activities of grantees as necessary to ensure that grant funds are used for authorized purposes in compliance with all applicable statutes, rules, regulations, guidelines, and the provisions of grant agreements, and that grantees achieve grant purposes. Grantees must make available to OOG or its agents all requested records relevant to a monitoring review. For more information regarding monitoring, see 1 TAC, §3.2601.

Your organization's Texas Payee/Taxpayer ID Number:
17604545149008

Application Eligibility Certify:

Created on:12/3/2009 2:47:52 PM By:Debra Schield

Profile Information

Introduction

The **Profile Details** section collects information about your organization such as the name of your agency and project title, the geographic area your project will serve and information about your grant officials. Click on the **Save and Continue** button at any time to save the information entered on this page. If you do not click on this button and navigate away from the page, your work will be lost. When you click the **Save and Continue** button, you may receive several error messages that instruct you to complete the required fields. Your data on any given tab will not save to the system until all required fields are complete and correct. In addition, you have a 2-hour time limit for each tab where you will need to complete the information correctly and then click the **Save and Continue** button. There is a timestamp in the upper-right hand corner of the page that notes when you first clicked on the tab. From that point, you have 2 hours to complete the information on that tab correctly. If you do not complete the information correctly (for the required fields) and then you click on the **Save and Continue** button, you will be redirected to the eGrants Home Page. If this happens, your data will not be saved in the system. You may also choose to compose a message on this page for OOG to review. This can be done by typing in the **Notes By Grantee / OOG** message box.

Email Addresses & Grant Officials Information

Designating Grant Officials Within your Application:


Enter a valid and unique email address for each grant official and click the **Verify Email and Set Official to the Project** button. If you receive an error message regarding an email address, the grant official you are trying to assign to the project has not registered for a user account in eGrants. Please inform the agency's grant official or designee that they must log in to the [eGrants Home Page](#), and register for a user account. If you need technical assistance, please contact the [eGrants Help Desk](#) by email.

Updating Grant Officials on Active Grants:

To reassign a grant official - **Authorized Official, Financial Officer, Project Director, or Grant Writer** - to your grant project, ensure that the new official registers for a user account in eGrants **first**. Next, go to the Request Adjustment tab and check the box indicating you would like to Designate a New Grant Official, provide a brief explanation for the change in the Grant Adjustment Justification box, and then click the 'Create Adjustment Request' button. This will open the Profile.Details tab allowing you to make the appropriate changes. After you have entered a valid email address for the new Official, go to the Certify Adjustment tab and click on the 'Certify Adjustment' button to send your request to OOG for review. If your organization is designating a new Authorized Official, check your records to see if a revised Resolution is required. Upload the approved Resolution to your grant project on the 'Summary / Upload Files' sub-tab. If you need technical assistance, please contact the [eGrants Help Desk](#) by email.

Getting Started

On this tab you will notice a certain icon that is displayed.

-  = an **information** icon - this help icon is next to certain items that may need further explanation. Simply click and review the information provided in the pop up window.

Applicant Agency Name: Harris County

Project Title: VAWA Equipment and Training

Division or Unit to Administer the Project: Special Crimes Unit Family Violence/Adult Sex Crimes

Address Line 1: 1200 Baker

Address Line 2:

City/State/Zip: Houston Texas 77002-1206

Payment Address Line 1: Harris County Auditor's Office/Financial Dept.

Payment Address Line 2: 1001 Preston, 8th Floor

Payment City/State/Zip: Houston Texas 77002-0000

Start Date: 4/1/2010

End Date: 3/31/2011

Regional Council of Governments(COG) within the Project's Impact Area: Houston-Galveston Area Council

Headquarter County: Harris

Counties within Project's Impact Area: Harris

Grant Officials:

Authorized Official

User Name: Ed Emmett

Email: cjgrantsnotification@hctx.net

Address 1: 1001 Preston, Suite 911

Address 1:

City: Houston, Texas 77002

Phone: 713-755-4117 Other Phone: 713-755-6704

Fax: 713-755-4835

Agency:

Title: The Honorable

Salutation: Judge

Project Director

User Name: Ruben Diaz

Email: ruben.diaz@sheriff.hctx.net

Address 1: 601 Lockwood

Address 1:

City: Houston, Texas 77011

Phone: 713-967-5920 Other Phone: 713-967-5703

Fax: 713-921-8780

Agency:

Title: Mr.

Salutation: Lieutenant

Financial Official

User Name: Barbara Schott

Email: AuditorGrantNotification@aud.hctx.net

Address 1: 1001 Preston #800

Address 1:

City: Houston, Texas 77002

Phone: 713-755-6500 Other Phone:

Fax: 713-755-8932

Agency:

Title: Ms.

Salutation: Ms.

Grant Writer

User Name: Debra Schield

Email: debra.schild@sheriff.hctx.net

Address 1: 601 Lockwood

Address 1:

City: Houston, Texas 77011

Phone: 713-967-5800 Other Phone: 713-967-5793

Fax: 713-967-5893

Agency:
Title: Ms.
Salutation: Detective

Grant Vendor Information

Introduction

The **Grant Vendor** section of the application collects grant payment information for your organization. The following items will be auto-filled from previous data you supplied in eGrants: Organization Type, State Payee Identification Number, and Data Universal Numbering System (DUNS) identifier (if applicable). Click on the **Save and Continue** button at any time to save the information entered on this page. If you do not click on this button and navigate away from the page, your work will be lost. When you click the **Save and Continue** button, you may receive several error messages that instruct you to complete the required fields. Your data on any given tab will not save to the system until all required fields are complete and correct. In addition, you have a 2-hour time limit for each tab where you will need to complete the information correctly and then click the **Save and Continue** button. There is a timestamp in the upper-right hand corner of the page that notes when you first clicked on the tab. From that point, you have 2 hours to complete the information on that tab correctly. If you do not complete the information correctly (for the required fields) and then you click on the **Save and Continue** button, you will be redirected to the eGrants Home Page. If this happens, your data will not be saved in the system. You may also choose to compose a message on this page for OOG to review. This can be done by typing in the **Notes By Grantee / OOG** message box.

Financial Management Tools

In order to receive payments from OOG, download, complete and email the following forms to the Office of the Governor, Financial Services Division ([FSD](#)). Or, you may fax completed forms to (512) 463-4114.

Note: As of March 1, 2010, these forms will no longer be accepted in hard copy format.

Texas Application for Payee Identification Number Form in [PDF](#) - 12/08/2009

* ***updated*** Texas Direct Deposit/Advance Payment Form in [MS Excel](#) or [PDF](#) - 03/04/2010

IRS W-9 Form in [PDF](#) - 12/08/2009

Getting Started

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Organization Type: County

Organization Option: applying to provide direct services to victims only

Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID): 17604545149008

Data Universal Numbering System (DUNS): 072206378

Payment Address Line 1: Harris County Auditor's Office/Financial Dept.

Payment Address Line 2: 1001 Preston, 8th Floor

Payment City/State/Zip: Houston Texas 77002-0000

Narrative Information

Introduction

The **Narrative** section is the description of your project. It is important that the information you provide about your project is clear and as concise as possible. Note: All applicants must certify to the eligibility requirements specific to the fund source. The minimum requirements to complete this page are the **Program Requirements, Problem Statement, Supporting Data, Goal Statement, and Project Summary** sections. We recommend that you complete any sections applicable to your project to assist in the application review process.

Click on the **Save and Continue** button at any time to save the information entered on this page. If you do not click on this button and navigate away from the page, your work will be lost. When you click the **Save and Continue** button, you may receive several error messages that instruct you to complete the required fields. Your data on any given tab will not save to the system until all required fields are complete and correct.

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Getting Started

On this tab you will notice a certain icon that is displayed.

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Primary Mission and Purpose

The purpose of the S.T.O.P. Violence Against Women Recovery Act (VAWA Recovery Act) Program is to assist in developing a strengthening effective law enforcement and prosecution strategies to combat family violence, sexual assault, stalking and d. and to develop and strengthen victim services in such cases. The state will target Recovery Act funding where it will have the impact without an expectation of long-term support. Recovery Act funding will be distributed by CJD according to the guiding fiscal responsibility, accountability, and transparency.

Funding Levels

The anticipated funding levels for the VAWA Recovery Act program are as follows:

- Minimum Award - None
- Maximum Award - None
- The VAWA Recovery Act program does not require a grantee to provide matching funds.

For more information regarding grantee match, please click on the **Budget** tab, and then click on the **Source of Match** tab i

Note: If you voluntarily include matching funds that exceed the minimum match requirement, you will be held to that amount the grant period.

Program Requirements

Preferences - Preference will be given to applicants that promote comprehensive victim restoration while incorporating an e cultural competency in underserved populations. Applicants are also encouraged to streamline administrative and reporting p consolidating grant requests whenever possible in lieu of submitting multiple applications.

Program Requirements

Goals and Priorities - Programs funded with VAWA Recovery Act funds must meet one of the following goals as identified in Recovery Act S.T.O.P. Violence Against Women Act - Texas' Program Implementation Plan in [Adobe PDF](#) and [Word 97](#).

1. Promote training to criminal justice and victim service professionals that improve those systems' response to violence against women.

- a. Train law enforcement, first responder dispatch operators, and court personnel on the dynamics of sexual assault, domestic stalking, and acquaintance/dating violence, especially in rural areas.

- b. Encourage and train on-site victim advocates within law enforcement and prosecution agencies.
- c. Train service providers and first responders on how to build their capacity to assure they are adequately prepared to provide services to victims.
- d. Develop stronger training programs and materials for courts, prosecutors, law enforcement, and victim service providers to enhance community response and collaboration.
- e. Provide training to Apartment Associations and others on Texas' new Lease Termination statute (Senate Bill 83) for victim assault. SB 83 effective January 1, 2010, amends Property Code Section 92.016 and provides victims the ability to terminate agreement before the end date without penalties and fees if certain documentation is met.
- f. Promote training for law enforcement, selected medical personnel, and rape crisis advocates on non-reporting forensic examination.

2. Improve the criminal justice system's response to adult female victims of sexual assault, domestic violence, and acquaintance/dating violence.

- a. Support innovative programs such as the rollout of a new court bench book, development of prosecutor training guides, and specialized courts, prosecution units, and law enforcement units.
- b. Accommodate victims with limited English proficiency through contracts for services and by supporting training and certification expenses for translators.
- c. Provide for technology and equipment upgrades.

3. Strengthen victim restoration services and processes.

- a. Provide core services to victims giving priority to those that focus on reducing the economic burden of victims. Examples include connecting victims with local food banks, arranging for long-term housing and transportation services, improving the job prospects of victims by arranging for skills building training, and providing child care services while victims participate in the criminal justice system.
- b. Review current standards and prepare recommendations for best practices.
- c. Accommodate victims with limited English proficiency (LEP) and promote model pathways to safety and victim restoration with LEP through contracts for services and by supporting training and certification expenses for translators/interpreters.
- d. Strengthen victim services data collection systems including upgrades to those systems.

4. Increase collaboration and communication across all levels of government and among all victim service systems.

- a. Retain and further develop skills of existing crime victim coordinators, liaisons, and direct victim services staff to continue service programs across communities.
- b. Support initiatives to increase long-term communication between law enforcement and survivors.
- c. Support family violence and sexual assault research projects that focus not only on gaps in existing victim service systems but also provide an evaluation of the state's system of addressing domestic violence and sexual assault.
- d. Promote local level multi-disciplinary teams to coordinate services within communities and to perform community assessments to evaluate how well communities are working together toward victim restoration.

Culturally Competent Victim Restoration - Applicants agree to promote collaboration and coordination among local service providers that involve multiple disciplines and support a seamless delivery of a continuum of services that focus on each individual's physical, mental, and emotional health while incorporating an emphasis on cultural competency in underserved populations.

Provide information in this section regarding how your organization is culturally competent when providing services to victims. Some guidelines to follow: Victim service providers must have the ability to blend cultural knowledge and sensitivity with victim skills for a more effective and culturally appropriate recovery process. Cultural competency occurs when (1) cultural knowledge and sensitivity are integrated into action and policy, (2) the service is relevant to the needs of the community and its trained staff, board members, and management, and (3) an advocate or organization recognizes each client is different with their needs, feelings, ideas and barriers.

The Harris County Sheriff's Office participates in the Harris County Domestic Violence Coordinating Council. This council meets once a month to coordinate and compliment services. We also participate with the Sexual Assault Response Team in quarterly meetings, again coordinating services. Both groups have a number of agencies that provide services to a variety of populations, including: GLBT, Asian, African-American, immigrant, disabled, Latina, etc. Our investigators work with a variety of populations incorporating awareness and sensitivity into their investigative style.

Forensic Medical Examination Payments - Health care facilities shall conduct a forensic medical examination of a victim of sexual assault if the victim arrived at the facility within 96 hours after the assault occurred and the victim consented to the examination. The victim is not required to participate in the investigation or prosecution of an offense as a condition of receiving a forensic medical examination, nor pay for the forensic examination or the evidence collection kit. In addition, if a health care facility does not provide diagnosis or treatment services for sexual assault victims, the facility is required to refer the victim to a facility that provides such services. A law enforcement agency that requests a forensic medical examination of a victim of sexual assault shall pay full cost of examination. Crime Victim Compensation funds may be used to pay for forensic medical examinations performed by trained personnel except that such funds may not be used to pay for the examinations if victims of sexual assault are required to seek reimbursement for such examinations from their insurance carriers.

Polygraph Testing Prohibition - A peace officer or attorney representing the state may not require an adult or child victim of a sex offense to submit to a polygraph examination or other truth telling device as a condition for proceeding with the investigation of an offense. In addition, the refusal of a victim to submit to a polygraph or other truth telling examination will not prevent the investigation, charging, or prosecution of an alleged sex offense or on the basis of the results of a polygraph examination.

Protection Orders - Victims applying for a protective order or their attorney may not bear the costs associated with the filing of protection orders.

Judicial Notification - Offenders involved in a protection order are not allowed to possess a firearm unless the offender is a person who is actively engaged in employment as a sworn, full-time paid employee of a state agency or political subdivision.

Criminal Charges - In connection with the prosecution of any misdemeanor or felony domestic violence offense, the victim must be notified of the costs associated with the filing of criminal charges against a domestic violence offender, issuance or service of a warrant, subpoena.

Nondisclosure of Confidential or Private Information - Personally identifying information or individual information collected in connection with services requested, utilized, or denied may not be disclosed; or, reveal individual client information without the written, reasonably time-limited consent of the person about whom information is sought. If release of information is compelled by a statutory or court mandate, reasonable attempts to provide notice to victims affected by the disclosure of information will be taken. Steps necessary to protect the privacy and safety of the persons affected by the release of information will be taken.

American Recovery and Reinvestment Act of 2009

Sustainability - Does your proposal include grant-funded personnel?

☐ Yes
☒ No

If you selected **Yes** above, describe whether or not your agency plans to continue to support the Recovery Act grant-funded personnel after the grant ends; and, how staffing decisions are disclosed to grant-funded personnel.

DUNS Number - Dun & Bradstreet (D&B) provides a Data Universal Numbering System (DUNS) number, a unique 9-digit id number recognized as the universal standard for identifying and keeping track of entities receiving Federal funds. The identifying number is used for tracking purposes and to validate address and point of contact information for federal assistance applicants, recipients, and subrecipients. Obtaining a DUNS number is a free, simple, one-time activity. Obtain one by calling (866) 705-5711 or by applying online at <http://www.dnb.com/us>. All organizations funded with American Recovery and Reinvestment Act of 2009 funds are required to provide a DUNS number to CJD by clicking on the **Profile** tab, then the **Grant Vendor** sub-tab in eGrants and entering the number in the **Universal Numbering System (DUNS)** field.

Central Contractor Registry - Applicant assures that it is currently registered or will register in the federal Central Contractor Registration database. Information about registration procedures can be accessed at <http://www.ccr.gov>.

Enter the CCR Expiration Date:

2/22/2011

Provide the name of the individual within your organization that serves as your E-Business Point of Contact as listed in the CJD system: Ian Gorman

Certification of Recipient Highly Compensated Officers - Section 1512 American Recovery and Reinvestment Act requires Recipients (CJD) to report the names and total compensation of each of the five most highly compensated officers (a.k.a. positions) within each sub recipient organization for the calendar year in which the grant is awarded if all three of the conditions listed below are met:

In the sub recipient's preceding fiscal year, the sub recipient received 80 percent or more of its annual gross revenues from federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements.

☐ True
☒ False

In the sub recipient's preceding fiscal year, the sub recipient received \$25,000,000 or more in annual gross revenues from federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements.

☒ True
☐ False

The public does not have access to information about the compensation of the senior executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986.

☐ True
☒ False

If you answered **True** to **ALL THREE** of the above statements, please provide the name and total compensation amount of each of the five most highly compensated officers (a.k.a. positions) within your agency for the current calendar year. If you answered **False** to any of the above statements you are NOT required to provide the name and compensation amounts. NOTE: "Total compensation" means the complete pay package of each of the sub recipient's compensated officers, including all forms of money, benefits, services, and other payments (see SEC Regulations: 17 CCR 229.402).

Position 1 - Name:

Position 1 - Total Compensation (\$):

0

Position 2 - Name:

Position 2 - Total Compensation (\$):

0

Position 3 - Name:

Position 3 - Total Compensation (\$):

0

Position 4 - Name:

Position 4 - Total Compensation (\$):

0

Position 5 - Name:

Position 5 - Total Compensation (\$):

0

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that it meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Joyce Cambric

Enter the Address for the Civil Rights Liaison:

1310 Prairie 4th Floor Houston, TX 77002

Enter the Phone Number for the Civil Rights Liaison:

713-755-4391

Certification

Each applicant agency will certify to the specific criteria detailed above under **Program Requirements** to be eligible for funding under the S.T.O.P. Violence Against Women Recovery Act (VAWA Recovery Act) Program Solicitations.

☒ I certify to all of the above eligibility requirements.

Problem Statement:

Please provide a detailed account in the Problem Statement section of the existing issues your project will target.

Enter your problem statement:

Due to current economic conditions, there is no money available to purchase equipment and supplies for our program. This grant will allow us to purchase updated equipment and supplies to continue to provide the necessary tools for personnel assigned to investigate family and dating violence, adult sexual assault and stalking cases in Harris County, Texas.

Supporting Data:

Provide as much supporting data, to include baseline statistics and the sources of your data, which are pertinent to where the grant project is located and/or targeted. Do not use statewide data for a local problem or national data for a statewide problem.

Enter your supporting data:

The Harris County Sheriff's Office currently has nine (9) investigators assigned to the Special Crimes Unit, Family Violence and Adult Sexual Assault. Five (5) investigators are responsible for Family and Dating Violence investigations and Four (4) investigators are responsible for Adult Sexual Assault investigations. In 2008 there were 594 sexual assault cases referred to Adult Sexual Assaults and 8,586 Family/Dating violence cases. In 2009, through November, there have been 520 Adult

Sexual Assault cases and 9,117 Family/Dating violence cases.

Community Plan:

For projects that have a local or regional impact target area, provide information regarding the community plan need(s) that your project will address.

Enter your community planning needs:

The Harris County Sheriff's Office participated in the Harris County Community Plan. In order to respond to priorities in the community plan the investigative units specializing in Family/Dating Violence and Adult Sex Crimes is prepared to conduct investigations in a way that recognizes and addresses the needs of these victims.

Goal Statement:

Provide a brief description of the overall goals and objectives for this project.

Enter a description for the overall goals and objectives:

Provide sufficient and appropriate equipment to investigative personnel to perform investigative duties. Objectives include the purchase of updated and new equipment to increase work productivity and provide the tools necessary to conduct an effective investigation. Equipment requested will be essential in providing an environment necessary to interview victims in a secure, private and compassionate manner.

Cooperative Working Agreement (CWA):

When a grantee intends to carry out a grant project through cooperating or participating with one or more outside organizations, the grantee must obtain authorized approval signatures on the cooperative working agreement (CWA) from each participating organization. Grantees must maintain on file a signed copy of all cooperative working agreements, and they must submit to CJD a list of each participating organization and a description of the purpose of each **CWA**. Cooperative working agreements do not involve an exchange of funds.

For this project, provide the name of the participating organization(s) and a brief description of the purpose(s) for the **CWA** (s). You should only provide information here that this project's successful operation is contingent on for the named service or participation from the outside organization.

Note: A **Sample CWA** is available [here](#) for your convenience.

Enter your cooperating working agreement(s):

Continuation Projects:

For continuation projects only, if your current or previous year's project is NOT on schedule in accomplishing the stated objectives, briefly describe the major obstacles preventing your organization from successfully reaching the project objectives as stated within your previous grant application. (Data may be calculated on a pro-rated basis depending on how long the current or previous year's project has been operating.)

Enter your current grant's progress:

N/A

Project Summary:

Briefly summarize the entire application, including the project's problem statement, supporting data, goal, target group, activities, and objectives. Be sure that the summary is easy to understand by a person not familiar with your project and that you are confident and comfortable with the information if it were to be released under a public information request.

Enter your summary statement for this project:

This project will target equipment, supplies and training opportunities for investigators of the Harris County Sheriff's Office assigned specifically to Family Violence and Adult Sex Crimes investigations. This equipment will be utilized by investigators to be able to provide a more sensitive approach and atmosphere when working with victims. There are nine (9) investigators assigned to the Special Crimes Unit, Family Violence and Adult Sexual Assault. In 2008 there were 594 sexual assault cases referred to Adult Sexual Assaults and 8,586 Family/Dating violence cases. In 2009, through November, there have been 520 Adult Sexual Assault cases and 9,117 Family/Dating violence cases. The goal is to purchase updated and new equipment to increase work productivity and provide the tools necessary to conduct an effective investigation. The objective is to provide an environment necessary to interview victims in a secure, private and compassionate manner. Due to current economic conditions, there is no money available to purchase equipment and supplies for our program.






Project Activities Information**Introduction**

The **Project Activities** section of the application gathers information about the type of activities your project will incorporate. Click on the **Save and Continue** button at any time to save the information entered on this page. If you do not click on this button and navigate away from the page, your work will be lost. When you click the **Save and Continue** button, you may receive several error messages that instruct you to complete the required fields. Your data on any given

tab will not save to the system until all required fields are complete and correct. In addition, you have a 2-hour time limit for each tab where you will need to complete the information correctly and then click the **Save and Continue** button. There is a timestamp in the upper-right hand corner of the page that notes when you first clicked on the tab. From that point, you have 2 hours to complete the information on that tab correctly. If you do not complete the information correctly (for the required fields) and then you click on the **Save and Continue** button, you will be redirected to the eGrants Home Page. If this happens, your data will not be saved in the system. You may also choose to compose a message on this page for OOG to review. This can be done by typing in the **Notes By Grantee / OOG** message box.

Getting Started

On this tab you will notice certain icons that are displayed.

-  = a **pencil** icon - click on this icon to edit your selections.
-  = a **pencil** icon with a **red slash** through it - click on this icon to cancel your edits.
-  = a **red delete** icon - click on this icon to delete the item.
-  = a **diskette** icon - click on this icon to save your work. When this icon appears, it is your queue to save the item that you are working on; otherwise, your data will be lost.
-  = an **information** icon - this help icon is next to certain items that may need further explanation. Simply click and review the information provided in the pop up window.

S.T.O.P. VAWA Recovery Act Priorities

Select the VAWA Recovery Act Priority that best fits your project:

☐ Promote training to criminal justice and victim service professionals that improve those systems' response to victims of violence against women.

☒ Improve the criminal justice system's response to adult female victims of sexual assault, domestic violence, stalking and acquaintance/dating violence.

☐ Strengthen victim restoration services and processes.

☐ Increase collaboration and communication across all levels of government and among all victim service systems.

Type of Crime Victim

Select the type(s) of crime victim this project targets and provide the percentage of time dedicated to serving each category victim. You may select more than one type; however, the sum of the percentages may not exceed 100%.

Sexual Assault Percentage (%):

20

Domestic Abuse Percentage (%):

65

Stalking (%):

1

Dating/Acquaintance Violence (%):

14

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Equipment Only Purchases	90.00	Provide Equipment to improve services and complete goals and objectives of the project.
Training	10.00	Provide specialized training to investigators pertaining to domestic violence and adult sex crimes as well as stalking and dating violence

Geographic Area:

Unincorporated Harris County, Texas

Target Audience:

Victims of Family and dating violence, Adult Sexual Assault, Stalking

Gender:

Primarily female

Ages:

Primarily adult

Special Characteristics:

The Harris County Sheriff's Office Special Victim Unit provides services to a diverse population. Complainants include those who represent the following demographics; Hispanic, Asian and African American populations; people from all economic levels; those with physical and mental disabilities and those with a wide variety of cultural and religious affiliations.





Measures Information

Introduction

The **Project Measures** section of the application collects data to track the performance of your proposed project toward its stated objectives. Output measures demonstrate the level of activity of a project. Outcome measures demonstrate the impact of a project in a targeted area, reflecting the extent to which the goals and objectives of the project have been achieved. Output and outcome measures displayed on this page correspond to activities selected or created on the **Activities** page. Click on the **Save and Continue** button at any time to save the information entered on this page. If you do not click on this button and navigate away from the page, your work will be lost. When you click the **Save and Continue** button, you may receive several error messages that instruct you to complete the required fields. Your data on any given tab will not save to the system until all required fields are complete and correct. In addition, you have a 2-hour time limit for each tab where you will need to complete the information correctly and then click the **Save and Continue** button. There is a timestamp in the upper-right hand corner of the page that notes when you first clicked on the tab. From that point, you have 2 hours to complete the information on that tab correctly. If you do not complete the information correctly (for the required fields) and then you click on the **Save and Continue** button, you will be redirected to the eGrants Home Page. If this happens, your data will not be saved in the system. You may also choose to compose a message on this page for OOG to review. This can be done by typing in the **Notes By Grantee / OOG** message box.

Getting Started

On this tab you will notice certain icons that are displayed.

-  = a **pencil** icon - click on this icon to edit your selections.
-  = a **pencil** icon with a **red slash** through it - click on this icon to cancel your edits.
-  = a **diskette** icon - click on this icon to save your work. When this icon appears, it is your queue to save the item that you are working on; otherwise, your data will be lost.
-  = an **information** icon - this help icon is next to certain items that may need further explanation. Simply click and review the information provided in the pop up window.

Progress Reporting Requirements

Outcomes Reported to Texas A&M University, Public Policy Research Institute (PPRI):

In addition to the measures listed below, all programs will be required to report the number of victims/survivors who return agency as a result of a new victimization either by the same perpetrator or a new perpetrator. Note: This does not include victims returning to your agency to continue their treatment. This measure will be used to measure the efficacy of the services provided to the restoration of the victim to full mental, physical, and emotional health.

Objective Output Measures

OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL

Number of staff with access to equipment purchased with grant funds.	0	13
Number of training events provided.	0	0
Number of units purchased.	0	5
Number of volunteers trained to provide direct assistance to victims / survivors.	0	0
Number of criminal justice professionals trained.	0	10
Number of FTE positions that were prevented from elimination as a result of grant funds.	0	0
Number of FTEs eliminated within the previous 12 months that were rehired with grant funds.	0	0
Number of new FTE positions created with grant funds.	0	0
Number of non-criminal justice professionals trained.	0	0
Number of organizations or agencies trained.	0	0
Number of organizations / units / departments to directly benefit from the equipment.	0	2

Custom Objective Output Measures

CUSTOM OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
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Objective Outcome Measures

OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
Number of criminal justice professionals trained who completed the training.	0	10
Number of criminal justice professionals trained who rated the training as useful.	0	10
Number of criminal justice professionals trained who reported an increase in knowledge.	0	10
Number of non-criminal justice professionals trained who reported an increase in knowledge.	0	0
Number of non-criminal justice professionals who completed the training.	0	0
Number of non-criminal justice professionals who rated the training as useful.	0	0

Custom Objective Outcome Measures

CUSTOM OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
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Documents Information


Introduction

The **Supporting Documentation** section of the application contains general grantee requirements. Please select or enter the appropriate responses in the areas below. Click on the **Save and Continue** button at any time to save the information

entered on this page. If you do not click on this button and navigate away from the page, your work will be lost. When you click the **Save and Continue** button, you may receive several error messages that instruct you to complete the required fields. Your data on any given tab will not save to the system until all required fields are complete and correct. In addition, you have a 2-hour time limit for each tab where you will need to complete the information correctly and then click the **Save and Continue** button. There is a timestamp in the upper-right hand corner of the page that notes when you first clicked on the tab. From that point, you have 2 hours to complete the information on that tab correctly. If you do not complete the information correctly (for the required fields) and then you click on the **Save and Continue** button, you will be redirected to the eGrants Home Page. If this happens, your data will not be saved in the system. You may also choose to compose a message on this page for OOG to review. This can be done by typing in the **Notes By Grantee / OOG** message box.

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Certification and Assurances

Each applicant must click on this link to review the standard [Certification and Assurances](#).

Resolution from Governing Body

Except for state agencies, each applicant must provide information related to the [resolution](#) from its governing body, such as council, county commissioners' court, school board, or board of directors. Please ensure that the resolution approved by your body addresses items one through four below.

1. Authorization by your governing body for the submission of the application to CJD that clearly identifies the name of the entity which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, terminate a grant (Note: If a name is provided, you must update CJD should the official change during the grant period);
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to CJD.

Upon approval from your agency's governing body, upload the [approved](#) resolution to eGrants by clicking on the **Upload File** located in the **Summary** tab.

Contract Compliance

Will CJD grant funds be used to support any contracts for professional services?

Select the Appropriate Response:

- ☐ Yes
☒ No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of a member of Congress in connection with the awarding of any federal contract, the making of any grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Select the Appropriate Response:

- ☐ Yes
☒ No
☐ N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of any agency in connection with this federal contract, loan, or cooperative agreement?

Select the Appropriate Response

☐ Yes

☒ No

☐ N/A

Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

3/1/2009

Enter the End Date [mm/dd/yyyy]:

2/28/2010

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following:

Enter the amount (\$) of Federal Grant Funds:

95933959

Enter the amount (\$) of State Grant Funds:

8898956

Single Audit

Has the applicant agency expended federal grant funding of \$500,000 or more, or state grant funding of \$500,000 or more during the most recently completed fiscal year?

Select the Appropriate Response:

☒ Yes

☐ No

Note: Applicants who expend less than \$500,000 in federal grant funding or less than \$500,000 in state grant funding are eligible for the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in Circular A-133.

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor (in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133).

Enter the Date of the Last Single Audit

2/28/2009

Equal Employment Opportunity Plan (EEOP)

Type I Entity: Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity:

- The applicant is not required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.30
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity: Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity: Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of CJD, CJD's designee, or the Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:
Cambric Human Resources 1310 Prairie 4th Floor Houston, Texas 77002 712-755-4391

Type III Entity: Defined as an applicant that is NOT a Type I or Type II Entity. Requirements for a Type III Entity: Federal law requires a Type III Entity to formulate an EEOP and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:
Select the appropriate response:

- ☐ Type I Entity
☐ Type II Entity
☒ Type III Entity

Debarment

Each applicant agency will certify that it and its principals:

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with the commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- ☒ I Certify
☐ Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statement. Enter the debarment justification:

Fiscal Capability Information

Introduction

This **Fiscal Capability** section of the application collects information from nonprofit corporations applying for OOG grant funds.

Note: If you are NOT a nonprofit corporation, this information is not applicable; therefore, the 'Printer Friendly' version will be blank for all information collected in the Fiscal Capability section.

Capability section.

Click on the **Save and Continue** button at any time to save the information entered on this page. If you do not click on this button and navigate away from the page, your work will be lost. When you click the **Save and Continue** button, you may receive several error messages that instruct you to complete the required fields. Your data on any given tab will not save to the system until all required fields are complete and correct. In addition, you have a 2-hour time limit for each tab where you will need to complete the information correctly and then click the **Save and Continue** button. There is a timestamp in the upper-right hand corner of the page that notes when you first clicked on the tab. From that point, you have 2 hours to complete the information on that tab correctly. If you do not complete the information correctly (for the required fields) and then you click on the **Save and Continue** button, you will be redirected to the eGrants Home Page. If this happens, your data will not be saved in the system. You may also choose to compose a message on this page for OOG to review. This can be done by typing in the **Notes By Grantee / OOG** message box.

Organizational Information

Enter the Year in which the Corporation was Founded:

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:

Enter the Charter Number assigned by the Texas Secretary of State:

Accounting System

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts).
Select the appropriate response:

- ☐ Yes
☐ No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost category?
Select the appropriate response:

- ☐ Yes
☐ No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee or supervisor?

Select the appropriate response:

- ☐ Yes
☐ No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what actions taken to ensure accountability.
Enter your explanation:

Financial Capability

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statement required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

- ☐ Yes

☐ No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

☐ Yes

☐ No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

☐ Yes

☐ No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what actions will be taken to ensure accountability.

Enter your explanation:

Budgetary Controls

Grant agencies should establish a system to track expenditures against budget and / or funded amounts.

Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include or exclude grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

☐ Yes

☐ No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

☐ Yes

☐ No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what actions will be taken to ensure accountability.

Enter your explanation:

Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

☐ Yes

☐ No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

☐ Yes

☐ No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what actions will be taken to ensure accountability.

Enter your explanation:

Budget Details Information






Introduction

This **Budget** section of your application details budget line items for your proposed project. To create a new budget line item, click on the icon in the **New Budget Item** column. You will be directed to a different area on this page to make selections specific to the budget category. After making your selection, write a brief description of the line item in the **Expenditure Description** box and enter the amount of OOG funds, Cash Match, and if applicable, In Kind Match in the areas provided. In the percentage box, you can enter a percentage for Personnel or number of items to be purchased for

Supplies and/or Equipment. When you have finished, click on the **Add New Budget Line Item** button. Repeat this process for each budget line item needed in each budget category. If you need to edit your entries, click on the '+' icon to expand the budget grid. You will notice that a *pencil* icon will display after expanding the grid. Click on the *pencil* icon to be directed to the editing section on this page and follow the instructions in this area to complete your edits. Click on the **Save and Continue** button at any time to save the information entered on this page. If you do not click on this button and navigate away from the page, your work will be lost. When you click the **Save and Continue** button, you may receive several error messages that instruct you to complete the required fields. Your data on any given tab will not save to the system until all required fields are complete and correct. In addition, you have a 2-hour time limit for each tab where you will need to complete the information correctly and then click the **Save and Continue** button. There is a timestamp in the upper-right hand corner of the page that notes when you first clicked on the tab. From that point, you have 2 hours to complete the information on that tab correctly. If you do not complete the information correctly (for the required fields) and then you click on the **Save and Continue** button, you will be redirected to the eGrants Home Page. If this happens, your data will not be saved in the system. You may also choose to compose a message on this page for OOG to review. This can be done by typing in the **Notes By Grantee / OOG** message box.

Getting Started

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-  = a **plus** icon - click on this icon to expand a list of items.
-  = a **minus** icon - click on this icon to collapse a list of items.
-  = a **new** icon - click on this icon to add a new item.
-  = a **pencil** icon - click on this icon to edit your selections.
-  = an **information** icon - this help icon is next to certain items that may need further explanation. Simply click and review the information provided in the pop up window.

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Equipment	Desktop System and Accessories	Desktop network computers for use by Domestic Violence and Adult Sexual Assault investigators. Request for three (3) desktop/network computer systems @ approximately \$1,330.00 each.	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	3
Equipment	Desktop System and Accessories	Non network computer system to be compatible with Coban Interview Room system	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	1
Equipment	Furniture	Seating for domestic violence and adult sex crimes victim interview room	\$1,700.00	\$0.00	\$0.00	\$0.00	\$1,700.00	2
Equipment	Furniture	Double pedestal desk	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	3
Travel and Training	In-State Registration Fees, Training, and/or Travel	Attendance by Investigators to in-state training for investigators, specifically targeting issues associated with family violence, dating violence, adult sexual assault and stalking; i.e., Dallas Crimes Against Women Conference and TAASA Conference. Cost includes hotel, approx 150.00 per	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0

		night (3 nights); registration; 350.00; per diem 35.00 (3 days). 5 to 6 investigators to attend depending on actual cost.						
Supplies and Direct Operating Expenses	Office Equipment and/or Furniture (based on price)	(4) guest chairs for waiting area	\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,200.00	0
Supplies and Direct Operating Expenses	Office Storage and/or Workstation (based on price)	Two (2) workstations for Interview Room	\$900.00	\$0.00	\$0.00	\$0.00	\$900.00	0
Supplies and Direct Operating Expenses	Office Supplies (e.g., paper, postage, calculator)	Various office equipment including brochure holders, magazine/paper holders	\$450.00	\$0.00	\$0.00	\$0.00	\$450.00	0
Equipment	Photographic Equipment and Accessories	(2) digital cameras for use by investigative personnel assigned to Special Crimes Unit/Family Violence and Adult Sex Crimes	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	2
Equipment	Printer, Fax, and/or Scanner Equipment and Accessories	All in one printer/scanner to be used by project staff	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	1
Supplies and Direct Operating Expenses	Printer, Fax, Scanner and/or Camera (Valued Under \$500)	(2) desktop printers Hewlett Packard	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0
Equipment	Specialized Audio-Visual System and Accessories	COBAN Interview Room including Video Capture Device, extended warranty and on-site training. Price of system includes one day training.	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	1
Equipment	Storage	Depository Safe for use in storing evidence in a secure location to ensure chain of custody	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	1
Supplies and Direct Operating Expenses	Video Camera and/or Recorder	Digital Voice recorder with microphone and case (10). Request for ten (10) @ cost of approximately \$200.00 each.	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0



Source of Match Information

Introduction

The **Source of Match** section of your application collects information regarding the source and amount of **Cash Match** and **In Kind Match**. Please enter the description and amounts of match in the spaces provided below and select whether the item is 'Cash Match' or 'In-Kind Match'. After entering an item click on the **Add New Item** button. When an item has been added, it will appear in the 'Edit the Source(s) of Match Reported' table. You may edit each of the items added to this table by clicking on the 'pencil' icon. If you edited an item in the table, click on the 'diskette' icon to save your edited entries. For further information regarding matching funds refer to 1 TAC, §3.3; for program income refer to 1 TAC, §3.73 and §3.87. Click on the **Save and Continue** button at any time to save the information entered on this page. If you do not click on this button and navigate away from the page, your work will be lost. When you click the **Save and Continue** button, you may receive several error messages that instruct you to complete the required fields. Your data on any given tab will not save to the system until all required fields are complete and correct. In addition, you have a 2-hour time limit for each tab where you will need to complete the information correctly and then click the **Save and Continue** button. There is a timestamp in the upper-right hand corner of the page that notes when you first clicked on the tab. From that point, you have 2 hours to complete the information on that tab correctly. If you do not complete the information correctly (for the required fields) and then you click on the **Save and Continue** button, you will be redirected to the eGrants Home Page. If this happens, your data will not be saved in the system. You may also choose to compose a message on this page for OOG to review. This can be done by typing in the **Notes By Grantee / OOG** message box.

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Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
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Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Budget Summary Information

Budget Summary Information by Budget Category:

CATEGORY	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Equipment	\$20,700.00	\$0.00	\$0.00	\$0.00	\$20,700.00
Supplies and Direct Operating Expenses	\$5,050.00	\$0.00	\$0.00	\$0.00	\$5,050.00
Travel and Training	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00

Budget Grand Total Information:

CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$30,750.00	\$0.00	\$0.00	\$0.00	\$30,750.00

Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
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You are logged in as **User Name:** Ltrdiaz